



Department of Administration
 Purchasing Division
 2019 Washington Street East
 Post Office Box 50130
 Charleston, WV 25305-0130

State of West Virginia
Master Agreement

Order Date: 2015-01-16

CORRECT ORDER NUMBER
 MUST APPEAR ON ALL PACKAGES,
 INVOICES, AND SHIPPING PAPERS.
 QUESTIONS CONCERNING THIS
 ORDER SHOULD BE DIRECTED TO
 THE BUYER.

Order Number: CMA 0212 0212 DEBT15F	Procurement Folder: 61343
Document Name: Change Order 1 - DEBT15F - Conserve	Reason for Modification: Change Order #1 - Administrative change to correct the Department and Unit code.
Document Description: Statewide Contract for Debt Collection	
Procurement Type: Central Master Agreement	
Buyer Name:	
Telephone:	
Email:	
Shipping Method:	Effective Start Date: 2015-01-01
Free on Board:	Effective End Date: 2015-12-31

VENDOR	DEPARTMENT CONTACT
CONSERVE 200 CROSSKEYS OFFICE PARK FAIRPORT NY 14450 US Vendor Contact Phone: (999) 999-9999 Extension: Discount Percentage: 0.0000 Discount Days: 0	Requestor Name: Misty DeLong Requestor Phone: (304) 558-8802 Requestor Email: misty.m.delong@wv.gov

INVOICE TO	SHIP TO
ALL STATE AGENCIES VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US	STATE OF WEST VIRGINIA VARIOUS LOCATIONS AS INDICATED BY ORDER No City WV 99999 US

AGENCY COPY

PURCHASING DIVISION AUTHORIZATION SIGNED BY: DATE: ELECTRONIC SIGNATURE ON FILE	ATTORNEY GENERAL APPROVAL AS TO FORM SIGNED BY: <i>[Signature]</i> DATE: 2/5/2015 ELECTRONIC SIGNATURE ON FILE	ENCUMBRANCE CERTIFICATION SIGNED BY: DATE: ELECTRONIC SIGNATURE ON FILE
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Extended Description:

Change Order #1 - Administrative change to correct the Department and Unit code.

The Vendor, Conserve, agrees to enter with the State of West Virginia into an open end contract to provide Debt Collection Services per the Specifications, Terms and Conditions, Bid Requirements, Addendum #1, the Vendor's bid dated 11/20/14, and the Usage Schedule incorporated herein by reference and made apart hereof.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
1	84101704				\$0.000000

Description: Debt collection services

Extended Description:

Colleges and Universities
Type of Account - Per Debt
% of Amount Collected - 23.00%
See attached Usage Schedule prior to issuing delivery order.

Line	Commodity Code	Manufacturer	Model No	Unit	Unit Price
2	84101704				\$0.000000

Description: Debt collection services

Extended Description:

Rate of Second Placement
Type of Account - Colleges
% of Amount Collected - 28.50%
See attached Usage Schedule prior to issuing delivery order.

Total Order Amount	Open End
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